



**Dignity  
Seniors  
Society**

## **Volunteer Program Development Committee Member Position Description**

**Position Title:** Dignity Seniors Society Volunteer Program Development Committee Member

**Length of Term:** 7 months (renewable) to commence Nov 15th, 2023 and end June 15th, 2024

**Approximate Hours/Month:** 5-10

**Reports To:** DSS Volunteer Coordinator or DSS Volunteer Committee Chair

### **Position Description:**

- Participates in long and short-range planning that strengthens and further develops the DSS Volunteer strategy
- Steers the development and implementation of volunteer recruitment and retention plans
- Evaluates the Volunteer Committee structure and overall performance in achieving its objectives to ensure effective management of the future working Volunteer Committee
- Builds relationships with 2SLGBTQI+/Seniors service providers, community groups
- Assists in communications and promotion of DSS volunteer projects
- Supports Board and working committee members to be successful in their roles

### **Responsibilities:**

- Attend Volunteer Committee on-boarding to become familiar with Dignity Seniors Society's programs, policies and operations, and thereafter assist with development and delivery of outreach strategies to welcome new members and engage existing members
- Attend monthly Committee meetings and other appropriate meetings when necessary
- Collaborate with Committee Members on projects and proposals and give input into proposed funding and partnering opportunities when necessary
- Provide on-going evaluation of the Volunteer Committee structure and performance
- Understand and promote Dignity Seniors Society's mission and values

- Participate in special events relevant to the Committee as needed
- Adhere to the Volunteer Committee conduct guidelines and policies
- Attend and participate in annual strategic planning sessions and general meetings

Previous work or lived experience with/as 2SLGTBQI+ Seniors, and an understanding of volunteer engagement theory and best practices is considered an asset

All applications are encouraged and accommodations that mitigate any of the preferred skills and experience are available for applicants who request them

For more information please call: 778 535 3260 or email: [volunteer@dignityseniors.org](mailto:volunteer@dignityseniors.org)

Please apply here